

## STEP BY STEP WEBINAR TRAINING GUIDE

Log in to [www.perspectivesltd.com](http://www.perspectivesltd.com) and click the 'Individual & Family Login' at the top right.



Our approach is compassion-



Next, enter your username: mega and password: perspectives

×

### Login to WorkLife:

Log in here to access resources and tools tailored for you and your organization. Reach us by phone 24/7/365 at 800.456.6327 to speak with a counselor or schedule a session.

Username

Password

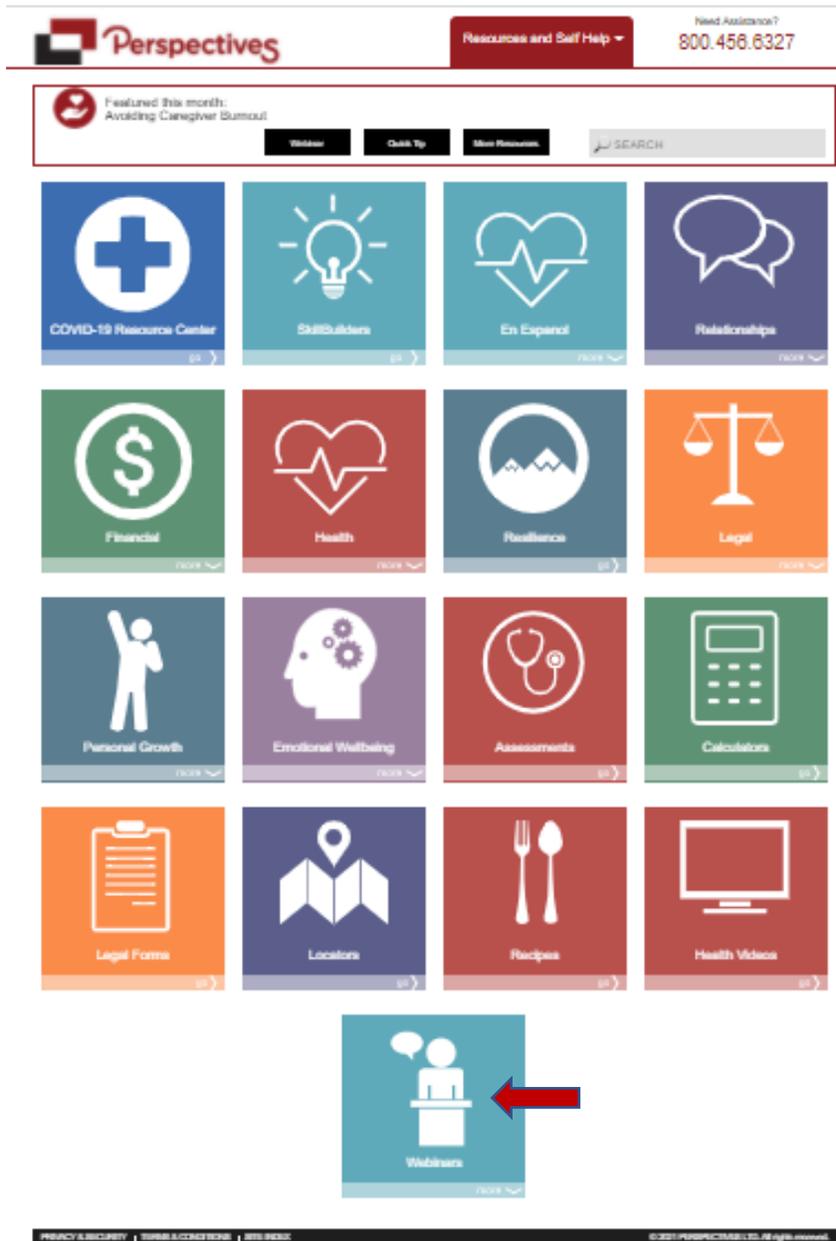
**LOGIN**



You will then enter onto the home page of your Perspectives EAP work/life online website.

For Webinars, click on the blue square “Webinars”

Webinars are 45-60 minutes in length. They are accessible 24/7 online.



Featured this month:  
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Webinars

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The webinars page will look like this. If you click on “archived webinars”, you will see all available webinars for viewing.

You will then come to this page. Click on the Webinars Tab as shown below and you will see a full listing of all webinars available (approximately 145 available).

Once you choose your webinar, click on it to open.

Some webinars will require you to log in. You may see a register/sign in page. If this is your first time, then you will need to register. Keep your chosen username/password for future webinars or for accessing skillbuilder trainings. If you already have a sign in and have previously registered, simply sign in. If you are not required to sign in, simply press play.

### Individual Account Required

In order to view the requested content and other special features on this website, you need an individual account.

If you are already registered for an individual account, please enter your information using the sign in form to the right. If not, please create an individual account using the simple registration form below. Once registered, write down your user name and password to easily access special features in the future.



#### Register

User Name  
\_\_\_\_\_

Password  
\_\_\_\_\_

Verify Password  
\_\_\_\_\_

Reminder  
What is your mother's maiden name ▼

Passphrase  
\_\_\_\_\_

I agree to the terms of use  
 Sign me in for 30 days

**REGISTER**

**CANCEL**

#### Sign In

User Name:  
\_\_\_\_\_

Password:  
\_\_\_\_\_

[Recover Password](#)

Keep me signed in for thirty (30) days unless I sign out. (Uncheck if on a shared computer)

**SIGN IN**

Once logged in, click play. If you were required to log in, a completion certificate may be available for your records.